

**CODE ENFORCEMENT COMMITTEE
REGULAR MEETING MINUTES
Wednesday, February 4, 2015
First Floor Meeting Room**

ATTENDEES: Chairwoman Ellen Zoppo-Sassu
Guy Morin, Chief Building Official
Lt. Richard Guerrero, Police Department
Robert Grimaldi, Fire Marshal
Walter Veselka, Director of Public Works
Robert Longo, Bristol Water Department
Phyllis Amodio, Bristol-Burlington Health District
T.J. Decrisantis, Zoning Enforcement Officer

Also in Attendance: Tom Lozier, Building Department
Jay Kolakoski, Fire Chief
Tim Callanan, Fire Department
Karen Wagner, Bristol-Burlington Health District
Anne Marie Sundgren, Community Services
Dave Clark, Public Works
Noelle Bates, Corporation Counsel
Melissa Green, Bristol Housing Authority
Tom DeNoto, Assessor
John Neveu, BDA
Heidi Caruso, Bristol Water Department
Teresa Babon, Tax Collector
Eileen McNulty, Youth Service

ABSENT: Attorney Richard Lacey, Corporation Counsel

ITEM 1. Call to Order and Introductions

Chairwoman Zoppo-Sassu called to order the Wednesday, February 4, 2015 Code Enforcement Committee meeting at 8:35 a.m. in the first floor meeting room.

ITEM 2. Approval of the January 7, 2015 Minutes

IT was **MOVED** and **SECONDED** to approve the minutes of the January 7, 2015 meeting and place them on file and it was unanimously approved.

**ITEM 3. Review of Property Tax Freeze Applications and to take any action as necessary
482 South Street**

IT was **MOVED** and **SECONDED** to recommend approval of the Tax Assessment Freeze for 482 South Street and forwarded application to the City Council for final approval and it was unanimously approved.

ITEM 4. Discussion of team inspections and to take any action as necessary

97 Magnolia Street is a single family (Cape Cod style) dwelling with an illegal second floor apartment. Condemnation warning was issued.

10 Dudley Street discussed with the third floor apartment utilizing a space heater to heat apartment and an enclosed porch has been converted to an illegal bedroom.

A group inspection was made at **37 Putnam Street** with a code violation warning due to lack of property maintenance, obstructed paths and smoke alarms needed to be installed.

Various properties throughout the City were discussed and an update given.

ITEM 5. Discussion of new properties of interest and/or concern to Committee members

11 Summer Street discussed as an on-going situation with debris in parking lot and in front of dumpsters. Building Official will notify owners.

7 Summer Street discussed as the concrete blocks sit partially on the sidewalk and are also a safety hazard for pedestrians.

94 Divinity Street was an emergency condemnation that was called in by both the police and fire departments. Property deemed hazardous due to several code violations (electrical system). Property occupied by several tenants at time of inspection. Occupants did not require relocation assistance.

Chairwoman previously asked all members to submit addresses that would be an interesting case study for the Banking Commission. Subset #1 were of properties of foreclosures and/or Lis Pendens. Subset #2 a different set of circumstances with a majority of the properties demolished or epic battle with the banks.

Chairwoman creating an informational spreadsheet on the two Subsets. Spreadsheet will be circulated to each committee member to add their own personal notes. All information will be compiled and forwarded to the Banking Commission to illustrate the time-line of each property.

Assessor Thomas DeNoto creating a spreadsheet on all properties approved through the Tax Assessment Freeze Program. Spreadsheet will be a viable resource of information as well to show the successfulness of the program.

ITEM 6. Review and prioritization of pending properties; file data; new condemnation warnings and orders, and to take any action as necessary.

Discussions and several condemnation orders were given out to the following properties:

87 North Pond Street discussed as the basement was converted to an illegal apartment and family members occupying bedrooms that were separate (separated by temporary wall) from the illegal apartment.

103 Beech Street was vacated and left unsecured attracting vagrancy.

340 Birch Street condemned due to unsanitary and unsafe conditions and was occupied by a hoarder.

103 Martin Road is a single family home that was converted to a two family without proper permits, inspections or following building codes. The basement apartment is considered illegal and has been condemned.

115 South Street Extension was vacated and left unsecured attracting vagrancy.

67 Williams Street is a two family dwelling with an illegal third floor apartment. The third floor apartment was condemned due to unsafe and dangerous conditions.

TEM 7. New Business

Discussion pertaining to City owned properties that were sold below assessed value and/or market value. A different marketing approach needs to be discussed between the Real Estate Committee and Code Enforcement Committee. Both committees need to collaborate and interact with each other and come to an agreement on a different marketing approach.

Discussion pertaining to addressing graffiti and possible position again for help in seasonal graffiti as it is becoming an issue again.

ITEM 8. Old Business

Citation Booklets ordered and went to print. The booklets are scheduled to be received by the end of next week which will be handed out by Noelle Bates of Corporation Counsel.

Discussion regarding shopping cart ordinance. Police Department reviewed ordinance and had some revisions before the ordinance is finally adapted. Ordinance is in final revision and moving forward to committee for public hearing on February 18th.

ITEM 9. To Adjourn

IT was **MOVED** and **SECONDED** to adjourn the Code Enforcement Meeting at 9:52 a.m. and it was unanimously approved.

Respectfully submitted,

Michele Ososki
Building Department